



10 September 2009

MEMO NO. 20/09

**SPORT AWARD NOMINATION FORMS**

Attached is a copy of the Sport Awards Nominations Information Kit for the 12 categories of Sport Awards to be announced and awarded at this year's Queensland Sport Awards Presentation on Friday, 4 December at the Brisbane Convention and Exhibition Centre.

A hard copy of the kit will be mailed to each member.

Members' attention is drawn to the closing date of **FRIDAY, 9 OCTOBER 2009.**

**BOARD MEETING – 1 SEPTEMBER**

Attached also, for members' information, is a copy of a summary of outcomes of the abovementioned meeting, attended in part by Minister for Sport Phil Reeves MP.

**GENERAL MEETING/ SPORT GROUP MEETINGS – 16 SEPTEMBER**

Members are reminded of the abovementioned meetings, details of which were forwarded on 2 September.

Details of the impending review of State Government assistance to sport and recreation are expected to be available and discussed at the 16 September meetings.

Regards

A handwritten signature in black ink, appearing to read "Peter Cummiskey".

**PETER CUMMISKEY**  
**Executive Director.**

Encl.



# Queensland Sport Awards

## Nomination Criteria Information Kit

*Nominations Close*  
**FRIDAY 9 OCTOBER 2009**

*Presented by*



Sports House, Cnr Castlemaine & Caxton Streets, MILTON Q 4064  
Phone 3369 8955 Fax 3369 8977 Email [admin@qsport.org.au](mailto:admin@qsport.org.au)



# Nomination Process

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- Nominations are to be submitted only by members of the Sports Federation of Queensland and, at the discretion of the Federation Board, by the Federation Executive Director for consideration by the Federation Board.
- Nominations will only be accepted on official nomination forms with all questions answered. If additional forms are required for multiple nominations, they may be copied from the original form provided.
- The factors included in the Award Categories description should be addressed when completing nominations.
- Nominations should be based on outstanding achievement(s) in a particular sport at an international and/ or national and/ or state level.
- Nominations should be for the period 1 October 2008 to 30 September 2009 except for the Service to Junior Sport and Service to Sport Awards which relate to a longer specified period of time.
- Nominations for Junior Sport Star and Junior Sport Team Awards should be for individuals and teams under 18 years of age during the awards period.
- Nominations need not be confined to any organisation's particular sport.
- Federation staff are ineligible to be nominated.
- Nominations are considered by the Federation Board which determines the finalists and winners except for the Athlete with a Disability, Sport Star, Junior Sport Star and any other Award for which a current Federation Board member is nominated. The Athlete with a Disability and Sport Star Awards are selected by the Federation Executive Director and The Courier-Mail Sports Editor. The Junior Sport Star Award is selected by the Federation Executive Director and a representative from Coca-Cola Amatil. Any Award category which a current Board member is nominated is selected by an independent panel, the composition of which will be determined by the Federation Board.

- Nominations close **FRIDAY 9 OCTOBER 2009**. Late nominations will not be considered.
- Information provided as part of the nomination process will be used for the purpose of conducting the 2009 Queensland Sport Awards. As per the Federation's records management policy, nominations will be stored for two years. Contact details provided as part of the nominations will be used to forward correspondence to nominees advising of nominations, selection as finalists and invitations to the Awards Presentation.
- The Federation will invite at its cost all finalists, which will include in the case of individual nominations, two tickets per finalist and in the case of events and teams, two tickets for a representative of the event or team. It is the responsibility of the nominating organisation to finance the attendance of nominees and/ or their representatives.
- Advice will be provided to all nominees in writing if they have been successful or not successful as a finalist. Information will be forwarded to the address supplied on the nomination form.
- Nominations should be submitted to:

**QSPORT  
SPORTS HOUSE  
CNR CASTLEMAINE & CAXTON STREETS  
MILTON QLD 4064  
EMAIL: [admin@qsport.org.au](mailto:admin@qsport.org.au)  
FAX: 07 3369 8977**

For further information, contact the Federation Office on 07 3369 8955.

**- LATE NOMINATION FORMS WILL NOT BE ACCEPTED -**



# ***Nomination Form Guide***

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## **CATEGORY NOMINATED**

Tick the category (one only) for which the nomination is being submitted. One form is to be used for each nomination.

## **NOMINEE**

Insert the full title of the nomination eg. if nominating an event of the year, you would include 2009 Multi-Sport Championships.

## **NOMINEE'S REPRESENTATIVE**

Insert the name of the person who correspondence should be addressed to if different to the nomination eg. if nominating an event, the nomination representative might be the event organiser or if nominating a team, it may be the coach or captain of the team.

## **POSTAL ADDRESS**

Insert the address where correspondence from the Federation is to be forwarded to advising individuals/ organisations of their nomination, invitation to the Awards, etc.

## **NAME OF NOMINATOR**

Insert the name of the nominator who must be the authorised representative of the member organisation or who has the authority to submit nominations on behalf of the member organisation.

## **TITLE**

Insert the title of the nominator.

## **ORGANISATION**

Insert the organisation of the nominator which must be a member of the Federation.

### **NOMINATOR'S PHONE**

Insert the daytime contact phone number and fax number of the nominator so that they may be contacted by the Federation if there are any questions regarding the nomination.

### **NOMINATOR'S EMAIL**

Insert the email of the nominator so that they may be contacted by the Federation if there are any questions regarding the nomination.

### **DOES THIS NOMINATION HAVE THE SUPPORT OF THE RELEVANT STATE SPORTING ORGANISATION?**

Indicate YES or NO by ticking the appropriate response.

### **SIGNED/ DATE**

The nominator is to sign and date the nomination form acknowledging the nomination process as outlined in the 2009 Nominations Criteria Information Kit and that the nominator is authorised to submit the nomination on behalf of the organisation.

### **DETAILS OF NOMINEES ACHIEVEMENTS**

Insert list of nominee's achievements during the Award period which is 1 October 2008 to 30 September 2009 except for Service to Junior Sport and Service to Sport Awards which relate to a longer specified period of time, including an explanation as to why the nominee should win the Award and why the achievement is so significant.

**- LATE NOMINATION FORMS WILL NOT BE ACCEPTED -**



# Award Categories

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## Athlete with a Disability

The Queensland Sport Athlete with a Disability of 2009 will be an individual who has attained a level of excellence greater than that previously achieved by their peers or other sports people with a disability or whose performance has been so exceptional that their achievements have identified them as being clearly outstanding from their peers. The performances for the period **1 October 2008- 30 September 2009** must be of such a standard of excellence and achieved in an arena competitive enough to truly warrant them becoming the recipient of this award.

Factors to consider in completing nominations include:

- level of competition ie. regional, state, national or international
- type of competitor ie. individual or part of a team
- achievement over the period
- significance of achievement

## Sport Administrator of the Year

The Queensland Sport Administrator of 2009 will be an individual who has made a significant contribution for the period **1 October 2008- 30 September 2009** to their sport or the sport industry as a whole. As a result of nominees' contributions, sport in Queensland will have benefited and they will have set such standards of excellence to have set themselves apart from their peers, so as to warrant them being the recipient of this award.

Factors to consider in completing nominations include:

- level of contribution to sport over the period
- level of contribution to industry over the period
- achievement over the period
- significance of achievement



## Sport Coach of the Year

The Queensland Sport Coach of 2009 will be an individual who has made a significant contribution to the success of a person/s or team that they have coached or been the major cause for an increased standard of coaching in the sport with which they have been associated. Nominees' achievements **for the period 1 October 2008- 30 September 2009** must have been of such a standard of excellence and achieved in an arena sufficiently competitive to warrant them being the recipient of this award.

Factors to consider in completing nominations include:

- success of person or team that they have coached
- level of coaching ie. regional, state, national or international
- achievement over the period
- significance of achievement



## Sport Event of the Year

The Queensland Sport Event of 2009 will be an event that can truly be considered to have achieved a standard of excellence greater than that of other sporting events during the same period.

A nominated event **during the period 1 October 2008- 30 September 2009** may involve local, regional, State, national or international competitors, single or multi sports and have been contested by individuals or teams, professionals or amateurs but above all, has to set itself apart from other events through its high standard of organisation and its resounding success.

Factors to consider in completing nominations include:

- level of event ie. regional, state, national or international
- type of competitors ie. professional or amateur/ state, national or international, etc
- number of competitors, officials, etc
- single or multi- sport event
- significance of event



## Sport Officiator of the Year

The Queensland Sport Officiator of 2009 will be an individual who has attained a level of excellence in the field of officiating ie. refereeing/ umpiring/ judging, and whose performance sets them apart from their peers. Nominees' achievements **for the period 1 October 2008- 30 September 2009** must have been of such a standard of excellence and achieved in an arena sufficiently competitive to warrant them being the recipient of this award.

Factors to consider in completing nominations include:

- level of officiating ie. regional, state, national or international
- achievement over the period
- significance of achievement



## Sport Star of the Year

The Queensland Sport Star of 2009 will be an individual who has attained a level of excellence greater than that achieved by their peers or other sports people or whose performance has been so exceptional that their achievements have identified them as being clearly outstanding from their peers. Nominees' performances **for the period 1 October 2008- 30 September 2009** must be of such a standard of excellence and achieved in an arena competitive enough to truly warrant them becoming the recipient of this award.

Factors to consider in completing nominations include:

- level of competition ie. regional, state, national or international
- type of competitor ie. individual or part of a team
- achievement over the period
- significance of achievement



## Junior Sport Star of the Year

The Queensland Junior Sport Star of 2009 will be an individual under 18 years of age during the Awards period who has attained a level of excellence greater than that achieved by their peers or other sports people or whose performance has been so exceptional that their achievements have identified them as being clearly outstanding from their peers. Nominees' performances **for the period 1 October 2008- 30 September 2009** must be of such a standard of excellence and achieved in an arena competitive enough to truly warrant them becoming the recipient of this award.

Factors to consider in completing nominations include:

- level of competition ie. regional, state, national or international, junior or open age
- type of competitor ie. individual or part of a team
- achievement over the period
- significance of achievement



## Sport Team of the Year

The Queensland Sport Team of 2009 will be a team of two or more participants that has attained a level of excellence greater than that achieved by other teams or whose performance has been so exceptional that their achievements have identified them as being clearly outstanding from their peers. Nominees' performances **for the period 1 October 2008- 30 September 2009** must be of such a standard of excellence and achieved in an arena competitive enough to truly warrant the team becoming the recipient of this award.

Factors to consider in completing nominations include:

- level of competition ie. regional, state, national or international
- type of competition ie. national league, state championships, etc
- achievement over the period
- significance of achievement



## Junior Sport Team of the Year

The Queensland Junior Sport Team of 2009 will be a team of two or more participants under 18 years of age during the Awards period that has attained a level of excellence greater than that achieved by other teams or whose performance has been so exceptional that their achievements have identified them as being clearly outstanding from their peers. Nominees' performances for the period **1 October 2008- 30 September 2009** must be of such a standard of excellence and achieved in an arena competitive enough to truly warrant the team becoming the recipient of this award.

Factors to consider in completing nominations include:

- level of competition ie. regional, state, national or international junior or open age
- type of competition ie. national league, state championships, etc
- achievement over the period
- significance of achievement



## Sport Volunteer of the Year

The Queensland Sport Volunteer of 2009 will be an individual who contributes to sport in Queensland voluntarily. The recipient of this award may be an administrator, coach, official, etc as long as they receive no remuneration (apart from reimbursement for expenses incurred) in respect of their duties. Nominees' achievements as a volunteer for the period **1 October 2008- 30 September 2009** must be of such standards of excellence to have set themselves apart from their peers so as to warrant them becoming the recipient of this award.

This award applies to achievements over the one (1) year period with the number of years of service not considered in the judging of this category. Individuals who contribute over a number of years should be nominated for the Queensland Service to Junior Sport and Queensland Service to Sport Awards.

Factors to consider in completing nominations include:

- level of contribution to sport as a volunteer over the period
- level of contribution to industry as a volunteer over the period
- achievement over the period
- significance of achievement



## Service to Junior Sport

The Queensland Service to Junior Sport Award of 2009 will be an individual who has contributed significantly to junior sport **over a lengthy specified period**. The recipient may be an employed administrator, a volunteer, a competitor, a coach or anyone, as a result of whose contributions a standard of excellence was achieved in an area that surpassed others and therefore distinguishes the nominee from their peers.

Factors to consider in completing nominations include:

- level of contribution to junior sport
- level of contribution to industry
- achievement over the period
- significance of achievement



## Service to Sport

The Queensland Service to Sport Award of 2009 will be an individual who has contributed the most to an individual sport, or the industry as a whole, **over a lengthy specified period**. The recipient may be an employed administrator, a volunteer, a competitor, a coach or anyone, as a result of whose contributions, a standard of excellence was achieved in an area that surpassed others and therefore distinguishes the nominee from their peers.

Factors to consider in completing nominations include:

- level of contribution to sport
- level of contribution to industry
- achievement over the period
- significance of achievement